



LEROY D. BACA, SHERIFF

**County of Los Angeles**  
**Sheriff's Department Headquarters**  
**4700 Ramona Boulevard**  
**Monterey Park, California 91754-2169**



November 9, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**AUTHORIZE THE SHERIFF TO ACCEPT A GRANT AWARD FROM THE  
NATIONAL INSTITUTE OF JUSTICE FOR THE FISCAL YEAR  
2004 DNA CAPACITY ENHANCEMENT PROGRAM  
(ALL DISTRICTS)(4 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Sheriff of Los Angeles County, as an agent for the County, to sign and accept a grant award in the amount of \$562,217 from the United States Department of Justice, Office of Justice Programs, National Institute of Justice (NIJ) for the purposes of funding the procurement and retention of automated systems, laboratory equipment, computer hardware/software, and training for the Department's Scientific Services Bureau (SSB), thereby improving deoxyribonucleic acid (DNA) analysis capacity and the infrastructure of the existing crime laboratory.
2. Authorize the Sheriff to execute all future amendments, modifications, extensions, and/or augmentations to said grant should such action(s) be required during the term of the grant.
3. Approve a Fiscal Year 2004-2005 Request for Appropriation Adjustment in the amount of \$550,000 to be offset with the federal funds awarded to the Department by the NIJ.

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### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

On June 8, 2004, the Los Angeles County Sheriff's Department received authorization from the Los Angeles County Board of Supervisors to submit an application in response to the NIJ's 2004 DNA Capacity Enhancement Program grant solicitation. Upon reviewing the Department's application, the NIJ has selected the Department to be a recipient of the 2004 DNA Capacity Enhancement Program grant award. As a recipient of this award, the Department will receive \$562,217 in federal funding with no local match required.

The objective of the 2004 DNA Capacity Enhancement Program is to assist awarded agencies and/or jurisdictions with improving their DNA analysis capacity and/or improving their existing crime laboratory infrastructure. In order to successfully achieve the objectives of the Capacity Enhancement Program, the Department will use the grant funds to outfit the Department's SSB with automated systems, laboratory equipment, and computer hardware/software. Additionally, the Department will use a portion of the grant funds to send personnel assigned to the SSB to several training seminars. With the procurement and retention of these valuable assets, the Department will increase analyst productivity, streamline DNA procedures, and reduce the potential for human error and contamination with respect to DNA examinations. Realization of these goals and objectives will also ensure that the Department continues to successfully meet its accreditation requirements with respect to the Crime Laboratory.

### **Implementation of Strategic Plan Goals**

The 2004 DNA Capacity Enhancement Program supports each of the four (4) goals within the County of Los Angeles' Strategic Plan. With the support of this funding source, the Department will realize the achievement of Goal #1: Service Excellence, Goal #2: Workforce Excellence, Goal #3: Organizational Effectiveness, and Goal #4: Fiscal Responsibility. With the grant funds being directed towards assisting the Department in improving the operation of the SSB, the Department will be given the opportunity to complete its mission more effectively and efficiently, as well as maintain the safety and security of the residents of Los Angeles County.

### **FISCAL IMPACT/FINANCING**

The term of the 2004 DNA Capacity Enhancement Program is for a period of 18 months. Under this program, the NIJ will provide \$562,217 in grant funding to the Department. Of this amount, \$550,000 will be expended in Fiscal Year 2004-2005, while the remaining balance will be included in the Department's Fiscal Year 2005-2006 operating budget. Under this program, the County is not required to contribute any matching funds.

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**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This Board letter has been reviewed and approved as to form by County Counsel.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This program may create workload increases for the County's justice departments including the District Attorney, Public Defender, and the Alternate Public Defender as suspects are identified and subsequently charged with a crime. The Sheriff's Department has made contact with each of these County justice departments and the benefit to the County's public safety will far outweigh the additional workload.

**CONCLUSION**

Upon approval, the Sheriff's Department requests that the Los Angeles County Board of Supervisors please provide four (4) individually adopted copies of this action to the Department. The Department's contacts for this requested Board action are Michelle A. Day, Grants Coordinator, at (323) 526-5212 and Richard F. Martinez, Grants Coordinator, at (323) 526-5153.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leroy D. Baca". The signature is fluid and cursive, with the first name "Leroy" being more prominent.

LEROY D. BACA  
SHERIFF

76R 352M 11/83

BOARD OF  
SUPERVISORS  
OFFICIAL COPYCOUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S.  
NO.

770

DEPARTMENT OF

SHERIFF

NOVEMBER 3, 192004

## AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

- 4 VOTES -

## SOURCES

SHERIFF'S DEPARTMENT  
REVENUE - FEDERAL  
A01 - SH - 15687 - 9001  
\$550,000

## USES

SHERIFF'S DEPARTMENT  
SALARIES & EMPLOYEE BENEFITS  
A01 - SH - 15687 - 1000  
\$70,000FIXED ASSETS - EQUIPMENT  
A01 - SH - 15687 - 6030  
\$480,000

TOTAL \$550,000

\$550,000

JUSTIFICATION: Appropriation adjustment offset by federal funding from U.S. Department of Justice, Office of Justice Programs, National Institute of Justice (NIJ) for the purposes of funding the procurement and retention of automated systems, laboratory equipment, computer hardware/software, and training for the Department's Scientific Services Bureau (SSB), thereby improving deoxyribonucleic acid (DNA) analysis capacity and the infrastructure of the existing crime laboratory.

Glen Dragovich,

Director, Financial Programs, ASD

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR—

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

October 27 192004

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

19

BY

DEPUTY COUNTY CLERK

AUDITOR-CONTROLLER BY

No. 176

OCT. 26 2004

# Los Angeles County Chief Administrative Office

## Grant Management Statement for Grants Exceeding \$100,000

**Department:** Los Angeles County Sheriff's Department

### Grant Project Title and Description

#### 2004 DNA Capacity Enhancement Program:

Under this program, the Department will use the grant funds to outfit the Department's Scientific Services Bureau (SSB) with automated systems, laboratory equipment, and computer hardware/software. Additionally, the Department will use a portion of the grant funds to send personnel assigned to the SSB to several training seminars throughout the term of the program. With the procurement and retention of these valuable assets, the Department will increase the productivity of the forensic scientists assigned to the SSB, streamline deoxyribonucleic acid (DNA) procedures, and reduce the potential for human error and contamination with respect to DNA examinations. Realization of these goals and objectives will also ensure that the Department continues to maintain its accreditation requirements with respect to the Department's Crime Laboratory.

### Funding Agency

National Institute of Justice

### Program (Fed. Grant # /State Bill or Code #)

Federal Grant Number: 2004-DN-BX-K073

### Grant Acceptance Deadline

N/A

**Total Amount of Grant Funding:** \$562,217 **County Match Requirements:** N/A **Grant Period:**

**Begin Date:** August 1, 2004 **End Date:** January 31, 2006

**Number of Personnel Hired Under This Grant:** 0 **Full Time:** 0 **Part Time:** 0

#### Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program? N/A

Will all personnel hired for this program be placed on temporary ("N") items? N/A

Is the County obligated to continue this program after the grant expires? No

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services N/A

b). Identify other revenue sources N/A

(Describe) \_\_\_\_\_

c). Eliminate or reduce, as appropriate, positions/program costs funded by the grant. N/A

**Impact of additional personnel on existing space:** N/A

**Other requirements not mentioned above:** N/A

**Department Head Signature**

*Vee Baca*

**Date** 10/27/04